# Software Underground

# Board Meeting

30 April 2024

## Agenda

**We will start at 16.00 UTC on Tuesday 30 April 2024. Quorum is 5.**

**Chair: Santi**

**Regrets: Dieter**

**Present: Matt, Leo, Jo**

**Visiting: Brendon**

## Previous meeting

Previous meeting minutes are on GitHub:
https://github.com/softwareunderground/swung-org/blob/main/board

**Remarks**

- **None**

## SwUng's Birthday as non-profit 🎂

On April 29 SwUng turned 4 years old as a non-profit! Congrats!

## Update Tech Spreadsheet

This topic was in the parking lot from the last meeting. We need to update the tech spreadsheet:
https://docs.google.com/spreadsheets/d/1mNAGEgQNvfZem5zY38u9etn2O0aFWbE2zJLcMEdiL4Y/edit?usp=sharing

Can we assign it to one of the committees? Finance/tech maybe? (see Committees below).

What needs to be done?

## Receipt for membership and donations

This topic was in the parking lot from the last meeting. We need to check the status of receipt for Swung membership/donations (so it can potentially be deducted / charged to the employer like the membership of other professional societies).

**Remarks**

- **Squarespace or Stripe setup to generate receipt**
- **Anything else for tax rebate eligibility / charity status?**
- **Is there actually demand (not yet)**
- **"It depends"**
- **For reference:**
  https://docs.opencollective.com/help/financial-contributors/financial-contributors#are-my-donations-tax-deductible
  - **It might be hard to set up for different countries**
- **Wait for having demand for it and solve for each particular case**
- **For future thoughts:**
  - **Sponsorship options for the organization.**
  - **Instead of sponsoring particular events or just one single service (Slack for example), having sponsorship for the organization.**

## Expenses and sponsorship ideas

What are the income and expenses of SwUng?

What is the minimum amount of money we need to keep existing?

- **Roughly 500 CAD per month in 2023 (expenses) but probably closer to 300 CAD per month in 2024, mainly because Slack went away**
- **Monthly income: about 400 CAD**

**If we get a sponsorship program that covers the minimums, then we can use the donations for other stuff.**

**References:**

- **https://www.openplanetary.org/sponsors**

## Finances

From last meeting:

- Any actions that needed to be done regarding finances?
- Little document about the roles that are being handed over to ease any future transition.

Any updates on granting Matteo the management of finances?

- **Earlier discussion, managing donations (overview, metrics, sponsorship)**
- **Successful models and tiers for sponsorship,**
- **Wave where statement of accounts is implicitly held - what is the baseline Swung needs to maintain current services**

## Mattermost

Jørgen improved the process of upgrading the Mattermost version. While building the new version of Mattermost, the service was being shut down, leading to outage of a few minutes (that could depend on how long the build process takes). He took notes of this and added a script to rebuild mattermost:
https://github.com/softwareunderground/mattermost/commit/fc0cc2a93371c9477c98bda475de873d2b0d3512

SimPEG finally made the move to Mattermost. All conversations are happening in the SimPEG Mattermost Team now.

Where are we on closing Swung Slack? We discussed closing it in the last Board meeting.

**Remarks:**

- **Closed!**

# Password Manager

Santi submitted the application to get a free team account on 1Password for Software Underground. The application got approved!

To do next *(Tech committee, see below)*:

- List which credentials should be stored in the vaults. Only credentials for services that don't allow adding personal accounts as owners/admins.
- Consider the worst case scenario: what would happen if the single person that has X credential cannot access it anymore?
- Create Vaults and decide who should have access to the different credentials.
- Invite board/community members after granting them access to those secrets.

(From last meeting) These services only allow single admin account:

- Twitter
- Domain registers? Registered here https://www.eurodns.com/ (Check if it's just owned by Matt)

Any finance related credentials that should be stored?

**Remarks:**

- **Invite ppl that have credentials to a separate meeting to gather credentials**
  - **Maybe this Friday**

# AGM!

We should **set a date**. As far as I remember we had to wait until the accounting books for the year were finished. Are we there?

**Remarks:**

- **We need to submit the statement within the three months since our birthday**
- **We have to wait for the financial statement**
- **Aim for end of May, early June**
- **We'll circulate some dates in swung-org and decide after that**
  - **Maybe to match it to next board meeting on May 28**
- **Matt will share the skeleton of the slides and we'll (board) all pitch in**

# Conversation about non-profit and fiscal hosts

**Does it make sense to be a non-profit? Wouldn't it be better to have a fiscal host?**

**Main worries of non-profit:**

- **We need to have someone in Canada for everything legal/financial**
- **Not so many benefits, but all the hassle**
- **A lot of paperwork (bank, accountant, government, etc)**

**Benefits:**

- **Less work on our side**
- **They can give virtual cards that can be used to pay for things**
- **https://opencollective.com/ is the platform and this one is the fiscal host https://docs.oscollective.org/ or https://docs.opencollective.com/oceurope**

**One of the main motivations to become a non-profit was Slack and their tiers. It probably wouldn't work if we had a fiscal host.**

**Questions:**

- **Can we set up a merch store having the fiscal host?**
  - **They can probably provide a bank account where you can collect funds.**

**We can research the benefits, what needs to be done, costs, advantages, pros and cons, risks, etc., and present it at the AGM.**

## Next meeting

Tuesday 28 May at 16:00 UTC. It is in the calendar already**. Is this hour okay for everyone?**

Issue with meeting times in the calendar has been fixed: now they are at 16:00 UTC (instead of a regional European time).

**Remarks:**

- **Let's discuss about moving it to 15:00 UTC (at least until Europe leaves DST)**

# Parking lot / next meeting

Take a look at the donations page, see how people are donating to swung.

**Committees**

During the meeting o9f 2024-03-19 we agreed to form committees to oversee aspects of SwUng.

We could probably assign board members to invite community members to join them:

- Finance: Matteo & Matt
- Tech (website and other tech things): Santi
- Store:
- Community: Leo, Matt, Chance
- Events:

Events

Any updates on forming the committee to organize the next Transform?